

To be approved at the 8/27/20 meeting

**Regular Meeting and Hearing of the Barre City Planning Commission  
Meeting Minutes for August 13, 2020 at 6:30 P.M.**

The regular meeting and hearing of the Barre City Planning Commission was called to order virtually by Commission Chair Michael Hellein at 6:31pm. In attendance, participating via Zoom were Commissioners Rachel Rudi, Jackie Calder, and Dave Sichel. Also present via video was Planning Director Janet Shatney. Chair Hellein determined that there was a quorum was present.

**Absent:** None.

- I. **Adjustments to the Agenda:** Chair Hellein asked if there were any adjustments, and there were none.
- II. **Public Comment (for something that is not on the agenda):** Chair Hellein noted there was no member of the public in attendance, therefore there were no public comments.
- III. **Old Business:**
  - A. **Approve meeting minutes from 6/11/20, 6/25/20, 7/9/20, and 7/23/20:** Motion was made by Commissioner Calder and seconded by Commissioner Rudi to approve the 4 sets of meeting minutes with no further discussion, *motion carried*.
  - B. **Draft Municipal Plan – give presentation on Aug. 25<sup>th</sup> to the Council, or move for first hearing on September 8:** Commissioner Sichel asked if there was a specific reason why they were being asked about a presentation, and the Director said that it was a question posed by the Mayor, and not by the Council. Chair Hellein stated he was happy to make a presentation if the Council were to ask for one, otherwise the first hearing should be sufficient. Commissioner Calder was concerned that it could be an opportunity to watch people read the plan, and there cannot be any changes made at the moment, so she supported the Chair is his recommendation. Chair Hellein asked if the Director would make a PowerPoint presentation for the first hearing as an introduction.

Commissioner Sichel wanted to be sure that we reiterate that this is an update, and the Commission intends to do updates throughout the 8 years the plan will be valid, but that the Commission has every intention of working on a thorough new plan ready for 8 years from now. We want to get a plan in place so that the City qualifies for grants among other things. The Commissioners unanimously agreed to wait for the first hearing date.
  - C. **Covid-19 Survey Results to-date discussion:** Chair Hellein asked the Commissioners if they had any feedback or changes on the survey report he generated from the results of the survey. Once the final report is complete, it would be sent to the City Council, Boards, Committees and the survey respondents.

Commissioner Calder said she thought it was good, concise, easy to read and easy to understand. Commissioner Sichel liked it as well, and felt it showed a concise report of

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what people responded with for answers. He felt the challenge will be for whomever decides to turn it into actionable items, and will see what the Council decides. Chair Hellein asked if it needed a conclusion, and Commissioner Rudi said this will be a tangible way to get information out, and get folks to discuss traffic in neighborhoods, signage, police presence, etc. She said that surveys build on other surveys, and this could have a follow up survey, or we could hint at another survey.

Things have changed since the survey was done, said Commissioner Sichel. Law enforcement will be a trigger. Folks may grab onto some ideas from the survey results, and could be a point of contention for some. Commissioner Rudi spoke of traffic stops, statistics, etc. said she would do some research. She wanted to be sure that there is equality and accessibility for all.

Discussion over how to make design changes occurred, but that would be for someone else to decide. Further discussion about any summary, and Chair Hellein said he would draft an opening memo, share with the Commissioners, and once final will send to the Director. Motion made by Commissioner Sichel and seconded by Commissioner Calder to approve sending the survey out with a cover letter once final to City Council, Manager, Boards, Committees and the survey respondents themselves, post on the Commission's webpage and Front Porch Forum, *motion carried*.

IV. **New Business:** none.

V. **Staff Updates:** The Director informed the Commission of a new potential member that the Mayor has been in contact with; the Town of Berlin new town center designation and a presentation that should be made to the City Council; the American Legion's letter regarding a digital sign, that will be on the next agenda; the Salvation Army appeal is still going on; the budget was finalized by the Council this week; and the drive-up/drive-through elections on Tuesday went very well.

VI. **Roundtable:** Commissioner Sichel reported that the BADC (Barre Area Development Corp.) finally got the budget amounts taken care of with the City Council, and that they've interviewed 2 candidates and hope to make an offer soon, so that new Director will come and visit the Planning Commission once settled in.

VII. **Adjourn:** Motion to adjourn was made by Commissioner Rudi and seconded by Commissioner Sichel at 7:11, passed unanimously.